

**IN-HOME SUPPORTIVE SERVICES ADVISORY COMMITTEE**  
**January 10, 2020**  
**12:45 p.m.**  
**5560 Overland Ave.**  
**San Diego, CA 92123**  
**ROOM 172**

<b>I. CALL TO ORDER: The meeting was called to order at 12:50 p.m.</b>			
A. Attendance			
Members		Excused Members	Guests
Marissa Chavez Burton Disner Demra Henderson Yolanda Ivy Bill Kelly	Shirley Owens Cheryl Sevier Antonio Wilson Angela Vittucci	Noreen Woods	Cristal Vera Nancy Vera James Johnsen Richard Potter Carolyn S Byars
Alternates	AIS Staff	IHSS Public Authority	
	Maria Molina-Melendez	Vickie Molzen Diana Montellano	
Item	Outcome/Discussion		Action Items
<b>II. PLEDGE OF ALLEGIANCE:</b> Done			
<b>III. INTRODUCTIONS:</b> Everyone in attendance was asked to introduce themselves.			
<b>IV. APPROVAL OF AGENDA:</b> Cheryl lead the meeting. Burton made a motion to approve the agenda; seconded by Yolanda and Shirley— <b>Motion carried unanimously.</b>			
<b>V. APPROVAL OF MINUTES:</b> December’s minutes were reviewed; Shirley made a motion to approve the minutes, Yolanda seconded. <b>Motion carried unanimously.</b>			
<b>VI. CHAIR’S REPORT:</b> No report.			
<b>VII. BOARD LETTERS (discussion and possible action):</b>			
A. None			
<b>VIII. REPORTS</b>			
<b>A. AIS Council</b>	Bill referred to flyers he distributed on the Aging Friendly Cities Project and California is participating in this process a great deal the different entities are coordinating their efforts as much as they can with each other. There will be several public meetings for older adults to share their thoughts. One of the flyers is from the City of San Diego and the other from County of San Diego. Both list dates and locations of the different listening sessions. He asked the committee to pass the information around.		
<b>B. Membership Committee</b>	Maria said that efforts to recruit new members have been increased and there are several potential candidates present and she will be meeting with them after the meeting.		
<b>C. IHSS</b>	Maria presented on Elsa’s behalf. IHSS is hiring 14 to 15 new Social Workers and this will happen next month. Also, IHSS has finished interviewing for new Social Work Supervisors. Maria answered members’ questions on new social workers’ training and on the outcome of a member of the public who presented her situation at a past meeting. Also discussed was whether IHSS follows a doctor’s orders and if it is possible to have the book of Robert Rules of Order. A discussion followed.		

D. UDW	Cheryl reported that Moses shared that UDW is ready for EVV (Electronic Visit Verification)	
E. CICA	No report.	
F. Public Authority	Vickie said that Public Authority is focusing its efforts on getting most of the providers signed up into the electronic system before the end of October. A recent report showed that since November 2019, more than a thousand people have signed up. She thanked the Union for their help. Vickie said that Public Authority is having events at bigger venues. The Bylaws are going thru the approval process. Shirley asked if the board letter was brought to the committee; Vickie and members of the committee confirmed it did.	

**IX. PRESENTATION:** None.

**X. OLD BUSINESS (discussion and possible action):**

A.- ETS Document for Consumer and Providers – Maria Molina-Melendez. Maria distributed an informational packet social worker use at home visits. Rissa asked if it is available online, Maria confirmed that only part of it is online. Maria went over Your Civil Rights, What IHSS Offers; the Hourly Test Guide and the Rankings Guidelines, and the Blind and Visually Impaired Accommodations. ***Maria told Shirley a large copy of the document will be sent to her.*** Maria also shared various other documents. Maria said that the Electronic Visit Verification for IHSS is important and wants the recipients to learn about it. Bill asked if there is a link for this packet; Maria will find out if there is a link for this packet. She said that most of the contents of the packet are readily available in CDSS website.

**XI. NEW BUSINESS (discussion and possible action):**

A.- Shirley asked for Robert Rules of Order. Copies are generally only provided for the Parliamentarian.

**XII. PUBLIC COMMENT:** A member of the public said that there is an inefficiency on all the programs and better communication between the Social Workers will help.

**XIII. MEMBER COMMENT:** Shirley mentioned that there should be one phone number for all the programs; Rissa commented that there is 211. Bill said Supervisor Nathan Fletcher is calling a meeting on January 24 on the Age Friendly issue; he is not sure if it's open to the public; ***Cheryl will find out if it's open to the Public.*** Shirley asked for the Robert Rules of Order book. Shirley discussed the Bylaws Board Letter and the cancellation of the presentation of County Counsel

**XIV. NEXT MEETING AGENDA:** February's meeting will take place in Room **172** at County Operations Center (COC) located at 5560 Overland Ave. San Diego, CA 92123.

**XV. ADJOURNMENT:** Meeting adjourned at 2:05 p.m.

Minutes respectfully submitted by Diana Montellano